



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, May 22nd, 2014 @ 4:30 PM

North Syracuse Community Center

700 South Bay Road, North Syracuse, NY 13212

The Village of North Syracuse Regular Board Meeting began at 4:30 PM with Mayor Mark Atkinson inviting everyone present to join him in the Pledge of Allegiance.

Roll Call: Mayor Mark Atkinson, Deputy Mayor Chuck Henry, Trustee Gary Butterfield, Trustee Fred Ferguson, Trustee Paul Linnertz.

Personnel Present: Village Clerk/Treasurer Dianne Kufel, Police Chief Michael Crowell, DPW Superintendent Gary Wilmer, Parks Director Teresa Roth, Fire Department Deputy Chief Chris Strong, Codes Enforcement Officer Pam DiCarlo, Village Engineer Brian Bouchard, and Village Attorney Scott Chatfield.

RESOLUTION # 108-14

APPROVAL OF MINUTES

Trustee Ferguson made a motion to approve the minutes from the May 8th, 2014 Board Meeting. The motion was seconded by Deputy Mayor Henry. The motion was unanimously approved.

RESOLUTION # 109 -14

GENERAL FUND ABSTRACT APPROVAL

Mayor Mark Atkinson made a motion to approve the General Fund Abstract #25 in the amount of \$31,489.29 covering voucher # 1423 to Voucher # 1468. The motion was seconded by Trustee Linnertz. The motion was unanimously approved.

BUDGET TRANSFER

Mayor Mark Atkinson affirmed there are no budget transfers to be approved at this time.

CITIZENS' VOICE: No response.



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RESOLUTION # 110-14

APPROVAL OF DPW SNOW PLOW WITH PRE-WETTING SYSTEM

Deputy Mayor Henry made a motion to approve Gary's recommendations to obtain a new snow plow equipped with a pre-wetting system from County Purchasing Contract # 7823 from State County bid. This is included in the new fiscal year budget with a leasing payment for 5 years. There is \$36,600 budgeted and projected for 5 years. International Work Star for \$93,072 and Henderson 201 SS (with plow pre-wetting) for \$82,353. Trustee Butterfield confirmed with Gary that the current snow plow has been surplused. The motion was seconded by Trustee Linnertz. The motion was unanimously approved.

RESOLUTION # 111-14

APPROVAL OF PARK SUMMER STAFF WITH INCREASES

The Mayor spoke of the list distributed to the Board to accept the Parks Summer Staff as presented with the increases suggested from Teresa. This schedule was amended during the meeting. Teresa clarified that moments before this Board Meeting she received a resignation from Daniel Dennis. He has worked with us in the past but has decided to accept a position with a higher salary elsewhere. Teresa explained that she extended an employment offer to Emily Baumgarden and she has accepted. The corrected schedule (Attachment A) will become an attachment in the minutes. Mayor Atkinson made a motion to accept the amended staff and salaries as recommended to the Board. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

RESOLUTION # 112-14

APPROVAL OF DPW SUMMER HIRES

The Mayor spoke of a list emailed to the Board to accept the DPW Summer Staff as presented from Gary. This list comprised of the two proposed employees: Geoffrey Holmes and Terry Baker both at a rate of \$9.00 per hour for duration not to exceed 20 weeks. Gary Wilmer clarified that these employees will not be drug tested but will submit to background checks as per the current policy. Mayor Atkinson made a motion to accept the staff and salaries as recommended to the Board. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

2014 MS4 ANNUAL REPORT PRESENTATION

Brian presented the annual MS4 presentation as mandated which requires a "Public Education" component that defines the storm water management and discharge of storm water. Brian explained that MS4 stands for Municipal Separated Sewer Storm System. The EPA requires villages that are MS4 such as the Village of North Syracuse to develop a storm water management plan. These plans address storm water quality concerns and the Village's permit to discharge storm water at the



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municipal boundaries. The plan was fully developed and implemented on January 1, 2008 and the Village completed the plan in accordance with the regulations. Brian briefly summarized six control measures required to be addressed within this storm water management plan as follows:

- **Public Education and Outreach** – The New York Regional Planning and Development Board are responsible for educating the public on behalf of the Village and other municipalities on different storm water issues. As part of their public outreach they conduct surveys, publish newspapers, and provide training sessions.
- **Public Participation and Involvement** – The Village is responsible for encouraging the public to be involved with activities such as clean-ups, stream monitoring, and contacting DPW or Codes department to report illicit discharges.
- **Illicit Discharge Detection and Elimination** – The Village has 11 illicit outfalls, which are places that discharge beyond municipal boundaries. These locations are monitored based on our contract with Onondaga Department of Water Protection. They provide support in inspecting the outfalls, investigating any occurrences of illicit discharge, and monitoring if illegal dumping in the catch basin or illegal draining of swimming pools. Brian clarified that draining of swimming pools must be done in grassed areas and not directly into storm water systems. Pool drainage fact sheets are provided to residents that request pool permits in regards to proper discharge. Brian spoke of a mapping component whereas all the catch basins within the Village are mapped within GIS; their respective sewer sheds which is a tributary area for each outfall. If an illicit discharge is noticed, they trace back through the tributary area that this may have been collected from.
- **Construction Site Storm Water Run Offs** – Any active construction site must be inspected and the appropriate erosion measures must be in place to prevent soil and sediment from escaping that site. The Village regularly monitors and inspects site as per State requirements. All site operators must comply with DEC regulations.
- **Post Construction Storm Water Management** – Post construction the Village ensures that ponds and storm water controls are performing properly as intended at the time of construction.
- **Pollution Prevention and Good Housekeeping (for our own municipal operations)** – The Village ensures the highway garage contaminants do not enter storm sewer system. This involves secondary containment of proper maintenance of equipment to prevent oil leaks, regular system cleaning, system repairs, street sweeping, and lawn care.

Brian concluded that the purpose of this annual report is to document compliance with the six outlined categories and the plan that was implemented in 2008. A Draft of the report is complete and will be posted on the website which is viewable by the public for review and comments. Lastly, the Village has an advisory group that meets periodically. This group consists of the department heads



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and representatives of the offices of the Village engineer. Brian invited anyone interested in attending these meetings as regards to storm water to contact the Codes department or his office.

ATTORNEY REPORT: Scott shared an updated on Tallowood court. He continued to speak regarding the fences that are owned by adjacent neighbors. The resident would like to connect fences around her property to completely enclose her property to enable her to let loose a pet without fear of escaping out of her property. The issue is that the fences she would be constructing would be on the other people's land. Scott informed that a program has been mapped out for the resident to be able to accomplish this. However, she will be placing some fencing in the easement in the back. Scott asked Pam to confirm with Gary that this construction will not interrupt drainage flows. Once this is done she will need to come back to the Board and receive permission to put this in the right of way.

ENGINEERING REPORT: Brian supplemented Scott's report by speaking of a revocable license would allow the Village to maintain an easement if needed. He explained that there has to be a man gate of a certain width or removable fence to allow for DPW or Village personnel to clean or perform any services necessary. Brian reported that the Main Street project plans are progressing. Brian stated there was an area that was holding water at Centerville Park that has now been resolved. Brian acknowledged that Dianne has received the funds from the Save the Rain grant and he will soon recommend release of the retainage once the newly planted seeds pop and the funding sign is removed.

DEPARTMENT HEAD REPORTS:

Police Department: Police Chief Crowell stated that the new intern is working on placing items for the county auction. He reported that the Crosswalk Program was successfully completed. He spoke of Officer Florian's recovery progressing well but his jaw is still wired shut. Officer Florian will need rehabilitation for his jaw muscles. Chief Crowell mentioned that in the next coming weeks, he hopes Officer Florian will accept an interim light duty position.

Fire Department: Fire Deputy Chief Strong reported that fire department calls regarding outdoor fires have been rising and they are working together with the Village Police and in contracted areas with State and Sheriff Departments on these calls. Deputy Chief strong spoke of new Firefighter recruit starting soon. He expanded that they are following up on highly-publicized Recruit New York for recruitment initiatives. Deputy Chief Strong stated their Facebook page now has 1,250 "likes" and has been receiving positive feedback. Deputy Chief Strong thanked everyone for their support.

Parks & Recreation: Parks Director Teresa Roth promoted and encouraged attendance for two upcoming events: Family Festival on May 24th at Lonergan Park from 11:00 AM – 5:00 PM and



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Memorial Day parade on May 26th at 9:00 AM at Lonergan Park. Teresa reported that the summer program flyer was sent 1 ½ weeks ago and as a result her office has been receiving many calls to sign up for the programs. Pool passes and camp registrations have begun this week. She spoke of receiving assistance from an intern that started working this week. She spoke of receiving much positive feedback about Centerville Park from people using basketball court, pavilions, and picnic tables.

Codes: Codes Enforcement Officer Pam DiCarlo spoke of distribution of 10-15 notices to mow lawns. Pam spoke of how the other municipalities handle these situations regarding shipping containers; Whereas Town of Clay disallows this altogether and the Town of Cicero allows with site plan approval. She explained that we are possibly looking into the shipping containers as an accessory structure for now.

Clerk/Treasurer: Dianne Kufel spoke of two new Interns that have started. One has been dedicated to the Parks & Recreation Department as this is a busy time for the department; the other intern had been redirected to the DPW department because their incoming calls have increased. She is pleased the Save the Rain funds have arrived during fiscal year 2013-2014 budget. Regarding Animal Control, Dianne gave praise to Nadine for housing a loose pit bull overnight when she was unable to access SPCA. Dianne confirmed she finished working with Deputy Chief Chris Strong to get the 2013 LOSAP Service Award credits submitted to VFIS. Dianne reported that she is currently working on the new lease agreements for the police vehicle and the snowplow for the DPW. She also affirmed that she distributed the new budget.

Highway Department: No report

DEPUTY MAYOR/TRUSTEES REPORT:

Trustee Linnertz: No report.

Trustee Ferguson: mentioned the next Public Safety Meeting to be held on Monday, June 2nd, 2014 at 4:00 PM at the Community Center. He spoke of last night's meeting with County Executive Joanne Mahoney, Dianne Kufel, Deputy Mayor Henry, and most of the town supervisors and engineers. There was a good exchange of ideas and there was discussion of expected progression of funds. This meeting was a progress report from the last meeting that took place in the winter.

Trustee Butterfield: stated that there are so many shipping containers that are being surplus that people are using these for purposes other than storage. He encouraged Codes department to remain vigilant on their usage. He mentioned that there is an awards ceremony that will be taking place



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tonight at The Lodge, his father will be a recipient for 75 years of membership.

Deputy Mayor Henry: spoke of looking forward to the Family Festival and hopes to see many people there.

MAYOR'S REPORT

Mayor Mark Atkinson spoke ongoing Teamsters 317 negotiations due to one issue that both sides are not in agreement yet. He encouraged attendance to the Family Festival. Mayor Mark Atkinson reported good attendance at the meeting on May 14th at Nestico's with the nine businesses on Route 11 that are most affected by the Streetscape project that will change egress and regress for aesthetics and safety, this was well attended. The businesses invited were Dominoes, Loving Dog Luxe, Donatella's, Syracuse Realty, Sears Middleton, Big Dip, Seven Eleven, and Limp Lizard. Mayor Mark Atkinson encouraged everyone to remain engaged in the county paving project on South Bay Road from Route 11 Northern Lights almost to Bear Road. A letter is being drafted to invite the businesses on Route 11 that will be affected by the upcoming Village Center / Save the Rain Project to attend the next Board Meeting on June 12th. The Syracuse Metropolitan Traffic Council has drafted a plan for bike paths in central New York which all feed into the city. We had already drafted a bike path from Church Street to Chestnut Street. Although at the time this was not shared with the Syracuse Metropolitan Traffic Council, they also included a bike path in the same location from Church Street to Chestnut Street. Mayor Mark Atkinson explained that he has reached out to Jim Corl and Casey Jordan to petition that a bike path is also made on South Bay Road during the planned egress changes and paving in the spring 2015. Mayor Mark Atkinson informed of the "World No Tobacco Day" event taking place at the Destiny Mall at the First level on Friday, May 30th from 5:30 – 7:00 PM.

Trustee Butterfield made a motion to adjourn at 4:58 PM. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

Respectfully submitted,

Dianne M. Kufel
Village Clerk/Treasurer



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ATTACHMENT A

Staff Name	Position	Proposed Pay Rate	Pay Rate – Last Year
David Campbell	Swim Facility Manager	\$11.25	n/a
Ken Ryan	Asst. Swim Facility Manager	\$9.50	\$9.25
Kelly Festa	Lifeguard	\$8.25	New
Daniel Eager	Lifeguard	\$9.50	\$8.50
Maria Miner	Lifeguard	\$8.25	New
Sarah Linnertz	Lifeguard	\$9.00	\$8.75
Steve Cooley	Lifeguard	\$8.25	New
Micaela Donabella	Lifeguard	\$8.50	\$8.25
Jordon Dunning	Lifeguard	\$8.50	\$8.25
Scott Cooley	Lifeguard	\$8.35	\$8.00
Kacy Williams	Lifeguard	\$8.35	\$8.00
Lauren Corbishley	Recreation Leader	\$8.50	New
Sean Cooley	Recreation Aide	\$8.75	\$8.50
Nathan Salisbury	Recreation Aide	\$8.50	\$8.25
Katherine Carr	Recreation Activity Specialist	\$10.50	\$10.25
Tiffany Ryan	Recreation Activity Specialist	\$8.25	New
Emily Baumgarden	Recreation Aide	\$8.10	New
Kristin Inthirakot	Recreation Aide	\$8.10	\$7.75
Megan Baumgarden	Recreation Aide	\$8.25	New
Molly Harrington	Recreation Aide	\$8.50	\$8.25
Aryle Gross	Recreation Leader	\$9.60	\$9.35
Madeline Slifka	Recreation Aide	\$8.00	New
Jamie Jaquay	Recreation Aide	\$8.75	\$8.50
Courtney Lepore	Recreation Aide (Prev. Approved 4/24/14)	\$11.00	\$10.50
Danielle Luckenbaugh	Recreation Aide (Prev. Approved 5/8/14)	\$12.00	\$11.75
Gregory Roth	Recreation Aide	\$12.75	\$12.50
Cameron Bennet	Recreation Aide	\$8.00	New
Justin Stewart	Recreation Leader (Prev. Approved 5/8/14)	\$10.50	\$10.25
Casey Wilmer	Recreation Aide	\$9.25	\$9.00
Gayle James	Craft Instructor	\$11.10	\$10.88